

APPENDIX E-017 V
CANCELLATION VIOLATIONS

1. INPUT DOCUMENTS

- a. Appendix B-16, Validation Response Document, DIC AP_.
- b. Appendix B-17, Cancellation Document (Customer Cancellation), DIC AC_.
- c. Appendix B-112, Cancellation Document (DSC Cancellation), DIC AC6/ACJ.
- d. Appendix B-250, Followup Cancellation Document (Customer Cancellations), DIC AK_.

2. INPUT TO PROCEDURE DECISION CHART

- a. Customer Response to Backorder Validation Request.
- b. Cancellation Requests and Related Actions.
- c. Daily Demand>Returns Accumulation and History Updating.
- d. Cancellation Followups.

3. PURPOSE, CONTENTS, AND RESPONSIBILITIES

This appendix is applicable to chapters 4 and 52 and provides instructions for the correction and reentry of cancellation documents, cancellation followups, and validation response documents which have been rejected from computer processing. Reason for computer rejection, by VRC, is listed below. The Requisition Processing Branch, Stock Control Division, DSO is responsible for processing VRCs AS, AY, FY, I6, R5 and 6A. The Commodity Branches (IM), Inventory Management Division, DSO, is responsible for processing VRC AN and VRCs MQ, RE, SM, and SN IAW appendix E-319 P. The Material Support Branch, Management Support Office, DSO is responsible for processing VRC 8B IAW appendix E-349 P.

VIOLATION

<u>REASON CODE</u>	<u>DEFINITION</u>
AN	Unit of Issue Invalid/Blank, or Unmatched.
AS**	Invalid Quantity.
AY	NSN Unmatched.
FY**	Unresolved Violation.
I6	FSC Invalid.

<u>VIOLATION</u> <u>REASON CODE</u>	<u>DEFINITION</u>
MQ	Date Requisition Processed is not Within the Parameter for Computing the Period Code.
RE	Demand/Return Reversal/Reduction does not Match in Trailer.
R5***	Suffix Code Cannot be Cross-Referenced to an Originating Document Section in RCSP.
SM	Negative Balance Would Result in Demand History File from an Adjustment.
SN	Adjustment in Demand History File will Reduce Service Demand by more than 50 Percent.
6A*	No Originating Document Section in the ARCSF.
	*Can occur against DIC AK_.
	**Can occur against DICs AK_ and AP_.
	***Can occur against DIC AP_.

4. PROCESSING/RESEARCH INSTRUCTIONS

a. VRC AN.

(1) REASON FOR VIOLATION/ERROR CONDITION

VRC AN indicates the UI, pos. 23-24, of the DIC AC_ transaction does not match the UI in the Supply Section of the RCSP. This condition may be caused due to the DSC changing the original UI and quantity and the customer not using the correct (updated) UI on the subsequent cancellation request.

(2) PROCESSING/RESEARCH REQUIRED

(a) When only one position of the UI is blank or numeric, check for apparent errors and annotate the correct UI in pos. 23-24.

(b) If both positions of the UI are blank, numeric, or alpha filled, research supporting document files, teletype, DD Form 1348, or data entry worksheet to compare the UI fields. If the UI on the support document is different from that on the violation, enter the correct UI in pos. 23-24 adjusted quantity in pos. 25-29 if applicable, and process the document for reentry IAW paragraph 5 below.

(c) If the entries in pos. 23-24 of the support document are the same as the UI on the violation, research the catalog or other management records (NIR Printout, appendix F-109) to determine the current UI on the NIR. Annotate the correct UI in pos. 23-24. If the UI is quantitative, convert the quantity requested to the nearest multiple of the UI. Enter the converted quantity in pos. 25-29 and process the document for reentry IAW paragraph 5 below.

b. VRC AS.

(1) REASON FOR VIOLATION/ERROR CONDITION

VRC AS against DIC AK_ indicates that data in pos. 25-29 contains all blanks or zeros, alpha characters, or the significant digit is followed by blank columns. VRC AS against DIC AP_ indicates that data in pos. 25-29 is other than all numerics (all zeros are all numerics and are valid).

(2) PROCESSING/RESEARCH REQUIRED

Requisition Processing Branch will review the entries in pos. 25-29 of the violated document to determine the invalid or blank positions.

(a) If the field contains an apparent error, e.g., alpha 0 for numeric zero, annotate the correct quantity.

(b) When the input quantity cannot be determined by the above method, contact the initiator of the input by routine message for the correct quantity. Routing of the inquiry will be based upon the DIC of the violated document as follows:

1. AK1/AP1 - Requisitioner (pos. 30-35).
2. AK2/AP2 - Supplementary Address (pos. 45-50).
3. AK3/AP3 - Distribution Code (pos. 54).
4. Upon receipt of reply the appropriate entries will be annotated.

(c) If no response is received from the initiator of the input within four workdays, prepare an inquiry to the Requisition Control and Status File in accordance with appendix E-155 P. Annotate the requisitioned quantity appearing on the Requisition Control/Status Printout (appendix F-114) onto the violation output for reentry, assuming that the entire quantity is to be canceled (in the case of DIC AK_) or retained (in the case of the DIC AP_).

c. VRC AY.

(1) REASON FOR VIOLATION/ERROR CONDITION

(a) VRC AY indicates that a request for cancellation has been received and the NSN in the Originating Section of the RCSP is different than the NSN in backorder (BB) status (Supply Section).

(b) VRC AY also indicates that a request for cancellation has been received and the NSN in the Originating Section of the RCSP is different than the NSN in BA status (Supply Section).

(2) PROCESSING/RESEARCH REQUIRED

(a) Obtain a RCSP Inquiry by CRT Remote to determine if requisition is in either Status Code BA or BB.

(b) If requisition is in backorder (BB) status, take the following actions:

1. Determine the intent of the DIC AC_ as to the requested cancellation quantity and the UI conversion factor involved, if applicable.

2. Prepare and input Manager Directed Backorder Alternate action, DIC ZD7, using the NSN on backorder in pos. 8-20, the relating UI and quantity in pos. 23-29, Cancellation Reason Code BQ in pos. 65-66, and Action Code JD in pos. 79-80. Other entries are outlined in appendix B-244.

(c) If requisition is in Status Code BA, determine the requested cancellation quantity, convert the quantity and UI, when applicable, to the appropriate quantity and UI for the NSN in Status Code BA. Annotate and input the appendix F-117, Uncontrolled Violation Printout, for continued processing of the DIC AC_ transaction to attempt cancellation of the appropriate quantity. Ensure that the NSN in pos. 8-20 is the NSN in Status Code BA.

(d) If requisition is no longer in Status Code BA or BB, reinput the violation without change. SAMMS programs will initiate the appropriate internal actions necessary to attempt cancellation of the requisition based on the current status.

d. VIOLATION REASON CODE I6.

(1) REASON FOR VIOLATION/ERROR CONDITION

VRC I6 indicates the input cancellation request document number is not recorded in the RCSP and the FSC on the input is not recorded on the FSC/RIC table.

(2) PROCESSING/RESEARCH REQUIRED

Requisition Processing Branch will notify the initiator of the cancellation request by routine message that there is no record of the document number and the FSC is not valid for this DSC.

e. VIOLATION REASON CODES MQ, SM, SN, AND RE.

(1) REASON FOR VIOLATION/ERROR CONDITION

VRCs MQ, SM, SN, and RE are defined in paragraph 3 above.

(2) PROCESSING/RESEARCH REQUIRED

VRCs MQ, SM, SN, and RE will be processed in conjunction with appendix F-191, Demands/Returns History Listing, IAW appendix E-319 P.

f. VRC R5.

(1) REASON FOR VIOLATION/ERROR CONDITION

VRC R5 indicates that the input Validation Response Document, DIC AP_, has matched to an ARCSF record, but the input Suffix Code, pos. 44, cannot be mechanically cross-referenced to an originating document section.

(2) PROCESSING/RESEARCH REQUIRED

(a) Obtain an RCSF Printout, appendix F-114, IAW appendix E-155 P.

(b) Compare the violation output document number and suffix code (pos. 30-44) with the data recorded in the RCSP. When it is determined that a typographical/keypunch error exists in the suffix code field of the input, annotate correct data on violation output for reentry.

(c) In those instances where the RCS Printout cannot be obtained (due to an error in recording) or where the originating section and supply sections have become out-of-balance, contact will be made with ODS to determine whether the record can be corrected or whether it must be deleted, using data processing record/file correction techniques.

g. VRC 6A.

(1) REASON FOR VIOLATION/ERROR CONDITION

VRC 6A indicates that the input cancellation document, DIC AC_, has matched to an RCSP which does not contain an originating document section, or the suffix code is invalid or blank (when original DIC is A4_).

(2) PROCESSING/RESEARCH REQUIRED

(a) Attempt to obtain an RCS Printout, appendix F-114, IAW appendix E-155 P.

(b) In those instances where the RCS Printout cannot be obtained (due to an error in recording) or where the originating section and supply sections have become out-of-balance, contact will be made with ODS to determine whether the record can be corrected or whether the record must be deleted, using data processing record/file correction techniques.

5. REENTRY INSTRUCTIONS

a. Review remaining data elements contained in violated document to detect any other invalid data, and correct as necessary.

b. Reentry methods for violations is contingent upon type of violation output document which is recorded in the Output Routing Code Table (appendix F-20). The following codes are the various options with reentry instructions:

<u>CODE</u>	<u>OUTPUT</u>	<u>REENTRY</u>
1	ZLR - Controlled Violation Listing - appendix F-122	Corrected data and/or reentry code (appendix A-62) will be entered on appendix F-122 with colored pencil or ink and submitted as prescribed in appendix E-066 P.
3	Uncontrolled Violation Listing - appendix F-117	Reentry, when required, will be accomplished via development of a complete new input source document with correct data, as prescribed in appendix E-346 P.

6. FLOWCHART

Flowchart not required.